



February 9, 1996

TO: ROU'S
Account Executives
L. S. Schreiber

FROM: Jimi Ruff/Customer Financial Services

SUBJECT: **Monthly Forsyth Private Label Volume Reports**

Since October of 1995 you have received the Aged Trial Balance Reports (Alliance Accrual) and the Consolidation Reports which, in the case of the ROU's, are disseminated to the RJR Manager/Rep responsible for each of our Forsyth Private Label accounts. These reports are sorted by Division Number and Employee with accountability.

Starting with this mailing, and in all future months, you will receive the Monthly Volume Report as well. Please send this report along with the Alliance Accrual and the Consolidation Report to assist the responsible Manager/Rep in tracking the Private Label account's volume.

You will notice, on the Volume Report, that a two-character identifier may precede the ship-to account number. Below is an explanation of each:

EX	Excluded Account	Account is no longer eligible to purchase the brand
IN	Inactive Account	Account has been off-listed with RJR
CL	Closed Relationship	Account no longer purchases brand for retailer

If you have any questions regarding these reports, call your Customer Services Representative.

Sales Area 1	Donna Smitherman	ext. 3078
Sales Area 2	Lu Ann Hamby	ext. 3521
Sales Area 5 & 6	Sue Wright	ext. 3545

JTR

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